

2020 BC Winter Games Technical Guidelines

Note: 2020 BC Winter Games Para-Nordic Info at bottom of page!!

**Host community – Fort St John, BC
Host club – Whiskey Jack Nordic Ski Club
Venue: Beatton Provincial Park Ski Trails**

Background

The BC Games is one of the largest sports events in North America. These Games are directed at young, developing athletes and provide an important step in the athlete development progression of participating sports.

Quota for Cross Country Skiing

A total of 82 competitors (41 male and 41 female) and 16 coaches (eight male and eight female) are permitted for the sport of cross country skiing.

NEW! Up to 8 additional competitors (4 male and 4 female) and 2 additional coaches (1 male and 1 female) with Indigenous ancestry are permitted providing they self-identify and can produce proof of ancestry.

Zone Team Composition: there are eight zones, with eight competitors allowed per zone (four male and four female). In addition there are 18 'wildcard' plus 8 'Indigenous' positions available. Each participating zone is required to have two coaches (one male and one female).

Eligibility Restrictions

Refer to Section V-2 of the BC Winter Games Rule Book. In addition, the following age restrictions apply – all competitors must be either 13 or 14 years of age as of December 31st 2019. This means that eligible athletes were born in 2005, or 2006.

Athletes born in 2006 may compete in the 2006 or 2005 age categories. Athletes born in 2005 must compete in the 2005 age category. Once an athlete has chosen which age category they will compete in, they must remain in that category for the duration of the Games.

Selection Criteria

1. Zone Quota positions will be filled as follows:
 - 1.1 The first two finishers in each of the four BCWG categories held at the Zone Trials will automatically qualify (2006 Boys, 2006 Girls, 2005 Boys, 2005 Girls).

- 1.2 If a qualifying athlete declines their position, it will be offered to the next athlete in the same category. If there are no more athletes in a 2006 category then the position will remain vacant. If there are no more athletes in a 2005 category, then the position can be filled by an extra athlete from a 2006 category (if there are extra athletes in a 2006 category to select from).
 - 1.3 Filling the Zone Quota positions (eight athletes per zone), based on this selection criteria (1.1, 1.2), is the responsibility of the respective Zone Representatives.
2. Wildcard positions will be filled as follows:
 - 2.1 The first priority will be to ensure a gender balance among the athletes representing Cross Country BC at the BCWG. This may result in an imbalance of gender representation in the Wildcard positions themselves.
 - 2.2 Selections will be determined based on the total number of eligible participants in each of the four BCWG categories at the Zone Trials.
 - 2.3 A ranking list will be developed based on the order of finish in each category, taking the need for gender balance into consideration. If a selected athlete declines their position, it will be offered to the next athlete.
 - 2.4 Assigning the 18 Wildcard positions, based on this selection criteria (2.1, 2.2, 2.3), is the responsibility of the CCBC PSA.
3. Indigenous positions will be filled as follows:
 - 3.1 The first priority will be to ensure a gender balance among Indigenous athletes representing Cross Country BC at the BCWG.
 - 3.2 Selections will be determined based on the total number of eligible participants in each of the four BCWG categories at the Zone Trials.
 - 3.3 A ranking list will be developed based on the order of finish in each category, taking the need for gender balance into consideration. If a selected athlete declines their position, it will be offered to the next athlete.
 - 3.4 Assigning the 8 Indigenous positions, based on this selection criteria (3.1, 3.2, 3.3), is the responsibility of the CCBC PSA.

BCWG Zone Trials

The BCWG Trials will be held in all zones on either December 28th or 29th, 2019 – TBD by Cross Country BC. It is recommended that the Trials are included in a zone competition that offers

all age categories from Atoms to Masters. Note: a minimal entry fee may be charged by the Trials organizers.

- The Zone Trials are a one-day event.
- All Trials must be individual start, classic technique events.
- Race distances for qualifying age categories (2005 and 2006 Boy/Girl) must not exceed the distances prescribed for these age categories at the BC Winter Games.
- Athletes must compete in a BCWG Zone Trial in order to qualify for the Games.
- All athletes competing in the Trials must be a member in good standing with Cross Country BC.

-----**Please Note**-----

Athletes that qualify at the Zone Trials to attend the BC Winter Games must pay a Games Registration Fee (\$175.00) prior to 4:00 PM on January 17th, 2020. Registration/payment must be completed on ZONE4 using the link that Cross Country BC provides to all qualifiers.

Coaching Certification Requirements:

All head coaches and assistant coaches for each of the eight zones are required to be NCCP CCI certified. A NCCP CCI 'certified' coach has completed the Introduction to Community Coaching (ICC), Community Coaching (CC), L2T (Dryland) and L2T (On-Snow) workshops as well as the evaluation requirements for this level of training.

Competition Information:

Interval Start (1): Friday, Classic Technique

Boys	13 years	2006	3.5 km
Girls	13 years	2006	3.5 km
Boys	14 years	2005	5 km
Girls	14 years	2005	5 km

Individual Sprint (1): Saturday, Free Technique

Boys	13 years	2006	400m
Girls	13 years	2006	400 m
Boys	14 years	2005	400 m
Girls	14 years	2005	400 m

Traditional Relays (1): Sunday, Mixed Technique

- Zone Teams will consist of two female and 2 male athletes.
- Mixed age categories.
- Distance: 4 x 2.0 km.
- Two legs of the relay are Classic Technique, and two are Free Technique.
- Only official teams are eligible for medals.

BCWG Entry Deadline:

Registration of Zone Teams (athletes and coaches) must be completed by 4:00 pm, **January 17th, 2020**.

NOTE: The BC Games Society will NOT accept late entries – registration info and payments MUST be made on ZONE4 prior to 4:00 PM on January 17th, 2020!

Commercial Markings:

A maximum of two commercial markings that do not conflict with BC Games Corporate Partners are allowed per uniform. The size of the name or trademark logo must not exceed 60cm². The combined total of all commercial markings on a uniform must not exceed 120cm² (*i.e. 7.75 cm x 7.75 cm, or 5 cm x 12 cm, or 6 cm x 10 cm*).

Provincial Sport Association Advisor:

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Vernon, BC, V1T 9J5
Ph: (250) 545-9600 (w)
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Assistant Sport Advisor (Para):

Jessica Heyes
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Sport Chair:

Eliza Stanford
9508 113 Ave., Fort St. John, BC V1J 2W9
Ph: (250) 785-0973
E-mail: eliza.s@telus.net

Zone Sport Representatives:

Zone 1: (*Kootenay Zone*)

Fred Bushell, Rossland. Ph: (250) 362-7134; E-mail: kootenayfred@hotmail.com

Zone 2: (*Okanagan Zone*)

Michele Wolfe, Kelowna. Ph: (250) 878-4421; E-mail: wolfe_michele@hotmail.com

Zone 3, 4, 5: (*Lower Mainland Zones*)

Jeneen Sutherland, North Vancouver. Ph: (604) 561-4135; E-mail: jeneensutherland@gmail.com

Zone 6: (*Vancouver Island Zone*)

Andrea Stapff, Campbell River. Ph: (250) 914-2201; Email: andrea.stapff@gmail.com

Zone 7: (*Northwest Zone*)

Patrick Williston, Smithers. Phone: (250) 877-7702; Email: inkyblue@telus.net

Zone 8: (*Northeast Zone*)

Sally Connon, Prince George. Ph: (250) 981-7108; Email: connonally@gmail.com

Zone Trial Schedule:

<u>Zone</u>	<u>Date</u>	<u>Location</u>	<u>Contact</u>
Zone 1	Dec 28	Rossland	M. Heximer, heximer@telus.net
Zone 2	Dec 29	Revelstoke	M. Thomas, mike@urbanworkbench.com
Zone 3	Dec 21	Callaghan Valley	D. Rohde, president@hollyburnxc.ca
Zone 4	Dec 21	Callaghan Valley	D. Rohde, president@hollyburnxc.ca
Zone 5	Dec 21	Callaghan Valley	D. Rohde, president@hollyburnxc.ca
Zone 6	Dec 29	Mt Washington	P. Johnson, races@strathconanordics.com
Zone 7	Dec 28	Smithers	J. Plummer, jennifer.plummer@hotmail.com
Zone 8	Dec 29	Prince George	J. Nettet, jennifer.nettet@gmail.com

Notes:

- ✓ The Individual Sprint race is comprised of a qualification round and heats.
- ✓ The Interval Start race will use 15 second intervals.
- ✓ There will be increased use of the stadium and laps for all events in order to increase the appeal of the cross-country events to spectators and media.
- ✓ Athletes may participate in cross-country skiing at the BC Games only once during their ski career.

2020 BC Winter Games (Para)

Quota for Cross Country Skiing (Para):

- 1) 8 competitors
- 2) One head coach and two assistant coaches or adult supervisory team members.

Eligibility Restrictions: Refer to Section V-2 of the BC Winter Games Rule Book. There are no zone restrictions. The following age restrictions apply - ages 13 to 35 (competitors must be born between 1984 and 2006). Athletes may not attend the BC Winter Games more than twice.

Participation Fee: Athletes that qualify at the Zone Trials to attend the BC Winter Games *must* pay a Games Registration Fee (\$175.00) prior to 4:00 PM on January 17th, 2020. Registration/payment must be completed on ZONE4 using the link that Cross Country BC provides to all qualifiers.

Coaching Certification Requirements: The head coach and assistant coaches are required to be NCCP CCI 'certified'. Adult supervisors are required to be NCCP CCI 'trained'.

Events:

Interval Start Event: Friday, Classic Technique, Standing Men and Women (LW 2-9; B1-3) – 5 km

Interval Start Event: Friday, Classic Technique, Sit-ski Men and Women (LW 2-9) – 3.5 km

Individual Sprint Event: Saturday, Free Technique, Standing Men and Women (LW 2-9; B1-3) – 400 metres

Individual Sprint Event: Saturday, Free Technique, Sit-ski Men and Women (LW 2-9) – 400 metres

Attachment A: Technical Information for the Race Organizing Committee

Attachment B: The Role of the Sport Chair

Attachment A: Additional Technical information for the Race Organizing Committee

1. SANCTIONING

All events (interval, sprint, and relay) in the BC Winter Games are provincially (Cross Country BC) sanctioned.

BCWG competitions are held in accordance with CCC Rules & Regulations - <http://www.cccski.com/getmedia/6af80483-777e-48ab-82d7-947da5b69814/2016-ICR-CCR-including-2016-precisions-Oct-21.pdf.aspx>

2. RACING LICENCES

No racing licence is required.

3. TECHNICAL DELEGATE/JURY

A Technical Delegate (TD) will be appointed by the Cross Country BC (CCBC) Officials Chairperson. The BC Games Society provides the TD with bus transportation, meals and accommodations – the same as for athletes and coaches - however most TDs would prefer to drive their own car and be billeted. This allows them to do their job more effectively. The host club is therefore encouraged to provide a billet and cover the cost of their fuel (gas receipts) and meal expenses.

The Jury is comprised of three individuals – the TD (who chairs the Jury), the Chief of Competition and one of the following:

- a) the Assistant TD if there is one, or
- b) one of the coaches (if an Assistant TD is not available). Coaches are elected to this position by their peers at the Team Captain Meeting(s). A different coach should be elected for each day of racing.

RACE NOTICE:

A Race Notice is not required, but the Zone coaches should be sent an information sheet one or two times leading up to the event. The coaches will want to know about when they can access the race venue (how early, how late....), the power supply, the waxing facilities, shelter on site for their athletes, what refreshments are available on site, stadium maps for each race format, course map/course profiles, how far the accommodations are from the ski area and so on.

The following must be included on the information sheet:

Cross Country BC respectfully requests all coaches, athletes, wax technicians and parents to abide by a self-governed protocol while waxing skis for athletes in all age categories at all BC Cup races (including the BC Championships). This protocol also applies to coaches, athletes, wax technicians and parents traveling to British Columbia from out-of-province or out-of-country.

CCBC Low Fluoro Glide Waxing Protocol:

- *Structure tools ARE permitted.*
- *Non-Fluoro (NF) or Low Fluoro (LF) glide waxes ARE permitted.*
- *Medium Fluoro (MF) or High Fluoro (HF) glide waxes are NOT permitted.*
- *Pure Fluoro glide waxes (powders, pucks, blocks and liquids) are NOT permitted.*
- *Cold weather powder additives and hardeners are NOT permitted.*

The race notice should be planned carefully so that there are no changes after it is posted.

4. REGISTRATION

Athletes register with and pay a registration fee to the BC Games Society. There are usually 60 to 70 registrations.

Approximately two weeks prior to the event the BC Games Society will send Cross Country BC a file with the athlete's registration information. Cross Country BC will then forward this file to the race organizers. The race organizers then load pertinent information on to a ZONE4 race file for developing start and result lists.

The registration fee helps pay for the athlete's transportation and meals. It is not forwarded to the race organizers to subsidize race costs.

5. TEAM CAPTAIN'S MEETINGS

A Team Captain's Meeting must be held on the Thursday evening prior to the first race, the Friday evening and the Saturday evening.

Meetings should be short, low key and to the point as the coaches have many other things they need to be doing. Priorities are to go over the weather, stadium set up and competition courses for the next day, plus answer any questions the coaches have.

The Chief of Competition, the TD and the Provincial Sport Advisor must attend, plus at least one coach from each zone. It is best to have the Competition Secretary attend in case there are questions for that area. The Chief of Competition leads the meeting.

The Chief of Competition should be prepared to show the stadium set up and competition course (s) on a screen, so a computer, projector and screen will be needed.

Example Thursday Agenda: 9 to 10 pm at a meeting room near the accommodations

1. Welcome. Introductions of the TD, Provincial Sport Advisor, etc.
2. Review schedule for next day plus any specific oddities, including bib pickup
3. Weather and snow forecast
4. Review stadium set up for the Interval Starts
5. Review competition course(s) set up for 3.5 km Midget, 5 km Juvenile and 3.5 km Para categories; explain signage
6. Selection of a coach for the jury, if needed. Review rules for submitting protests. (The TD leads this part)
7. Questions

Example Friday Agenda: 8 - 9 pm at a meeting room near the accommodations

1. Recap of days race
2. Review schedules for next day, in particular the schedule for the sprints
3. Weather and snow forecast
4. Review stadium set up for the Sprints
5. Review competition course set up for both para and able body categories
6. Remind coaches of requirement to submit official and unofficial relay team particulars (name and ranking of official teams, names and start order of athletes) by a designated time on Saturday
7. Selection of a coach for the new jury, if needed. (The TD leads this part)
8. Questions

Example Saturday Agenda: 8 - 9 pm at a meeting room near the accommodations

1. Recap of days race
2. Review schedule for next day, mixed 4 by 2 km relays
3. Weather and snow forecast
4. Review stadium set up for the Relays
5. Review competition course set up for the relays
6. Selection of a coach for the new jury. (The TD leads this part).
7. Questions

6. SEEDING, DRAW & BIBS

The draw for the races on Friday and Saturday should be held no later than the Wednesday night before the event. This is for the convenience of everyone involved.

The deadline for entering relay teams should be set for late afternoon following Saturday's race. The draw can then be held and the start list for Sunday can be posted.

For the individual races, athletes should be grouped according to their age/gender category and their start positions determined by a random draw procedure. For the relay, official Zone

team start positions are determined by a random draw. Unofficial teams start behind the last official team(s) and do not need to be seeded.

The “Teck” bibs, provided by the CCBC office must be used for all three race formats. Each format requires a different type of bib. Recommended order:

Interval Start bibs – numbers 1 to 100

Individual Sprint bibs – numbers 1 – 30, 51-80, 101-130, 151-180

Relay bibs – 4 sets of numbers 1 to 25

Contact the office a minimum of ten days prior your event to make shipping arrangements.

Email: office@crosscountrybc.ca; telephone: (250) 545-9600.

7. START AND RESULT LISTS

Example: <https://zone4.ca/event/e6aed566-16ba-11e8-acb1-0ad99e951742/>

Both the start and result lists for individual races MUST include the year of birth, name of home club and the BCWG Zone number for each athlete. Example:

<https://zone4.ca/race/2018-02-22/8c1daf74/startlist/>

The start and result list for the team relay MUST identify, in the team name/title, which BCWG Zone the team is from plus which team from within that Zone. For example: “Zone 8, Team A; Zone 8, Team B.” Or “Zone 8, Team 1; Zone 8, Team 2”. This is the only information that is required in the title. Both lists require the names of the athletes. Club affiliation is not required on this start/result list.

The start list for Friday’s race should be posted both ZONE4 and at the race site no later than noon on Thursday. To avoid confusion the second start list should not be posted until the first race is completed.

8. COURSE INSPECTION

The competition courses must be properly groomed and marked for inspection on the afternoon prior to the first race (Thursday). The coaches and athletes will be delivered by bus in time to familiarize themselves with the site, and they should find the courses for Friday's competition clearly marked out. It is *very* important that the courses are marked correctly. A course map displayed in the stadium area is essential, but not in itself sufficient.

9. TIMEKEEPING

Timing Equipment:

An electronic timing system is required. Clubs may have access to this equipment either through ownership, borrowing from other sport groups in their community or renting from ZONE4. To find out what equipment ZONE4 has and how to rent it click on:

<http://help.zone4.ca/kb/ccbc-timing-equipment/>

Back-up Timing System:

Each race requires an independent, secondary timing system that can provide an accurate record of essential data regardless of people, timing equipment or power failures.

Race Management Software:

ZONE4, Cross Country Canada's official race management software *must* be used for start lists, timing and results in order to meet the national format guidelines.

10. AWARDS

All medals will be provided by the BC Games Society, who will also provide direction and guidance regarding the awards ceremonies. A podium will also be provided by the BC Games Society.

11. RACE FORMATS AND TECHNIQUE

The **Interval Start** race on Friday (classic technique) will use 15 second starts.

The **Individual Sprint** race on Saturday (free technique) will offer a Qualification Round with 15 second interval starts. The Qualification Round will be followed by the quarter-final and subsequent heats as soon as the organizers can prepare for them.

The **Relay** on Sunday (mixed technique) requires a start lane for each Zone that has at least one official team. This would normally mean six lanes. Which team gets which lane is determined in a random draw. Zone coaches are responsible for ranking their official teams, with Team 1 starting in front, Team 2 behind Team 1, and so on. Unofficial teams **MUST** be started behind the last official team(s).

12. TRAIL FEES

The host club will not charge trail use fees to athletes, coaches or persons assisting coaches on official training days or race days. Spectators should be allowed access to the competition trails during the competition without payment of trail use fees, to the extent they do not interfere with the competitors.

If the host club requires that persons using trails or facilities display a pass, persons who are not required to pay trail use fees may be required to display a pass provided without charge by the host club. Athletes are not required to display a pass during the course of competition.

13. WAX FACILITIES

There needs to be a sufficient supply of power to support a full race set up including ski preparation activity for the six Zone teams.

Six wax stations are required, most of which are needed to support 2 coaches and 7-10 athletes, and one which may need to support as many as 4 coaches and 20+ athletes.

Teams usually bring their own wax tents to races. In addition the club hosting the race usually allows their machine shed or other heated areas to be used for waxing purposes, especially in cold weather. In the case of the BC Games, however, the BC Games Society has baggage restrictions that limit what a coach can bring with them on a bus or airplane (wax tents and wax tables don't meet the baggage limit), and the host club may not have suitable buildings for waxing on site.

Zone coaches are required to travel with their team, so Zones that are close to a BCWG host community usually find a parent or other volunteer to transport the tent and wax table for them. For Zones located farther away, the race organizers, Provincial Sport Advisor and zone coaches work together to find a solution.

A secure location will be needed to store ski equipment and ski preparation tools/supplies at night either at the race site or at the team accommodations.

Example from an information sheet for zone coaches:

Waxing facilities at Nickel Plate Nordic Centre:

- There will be power and space available 24 hrs/day for waxing (wax room, new wax trailer and tent).
- Coaches travelling on their own and arriving early on Thursday will have access to the waxing facilities when they arrive.
- Wax tables and ski forms will be available for coaches traveling from outside of Zone 2.
- There will be overnight security so waxes and equipment can be left at the Nordic Centre overnight.
- You will need to bring enough extension cords for your own zone.

Attachment B: BC Winter Games (BCWG), The Role of the Sport Chair

(November 2017)

It is the objective of our sport to utilize the BCWG to provide our athletes with a motivating multi-sport learning experience in a relaxed and fun environment. It is an important sport event but it is low key at the same time.

The primary role of the **Sport Chair** for the sport of cross country skiing is to be the liaison between the BCWG Host Community Sport Directorate and the host club's Competition Organizing Committee. This individual is appointed by the sport (by the Provincial Sport Advisor (PSA) for cross country skiing and the host club for the cross country skiing events) to represent the sport's interests in the host community and to work as part of the broader host community team.

As Sport Chair you will play a key role in contributing to this successful community project. This is both an important and challenging position. The reason it can be challenging is that cross country ski clubs are experts in hosting their own events, but they rarely take part in large multi-sport events. Multi-sport events go into unfamiliar territory and they require adjustments and compromise on the part of all involved – the Host Community Sport Directorate as well as the sport-specific competition organizers.

Most clubs that host the cross country competitions at the Games have hosted races previously. Their Competition Organizing Committee is already established according to the rules of the sport (as per the CCC Officials Manual), and they know and are experienced regarding their role/duties. This does not change for the BC Winter Games. The Chair of the Competition Committee is in charge of that committee and all of what our sport defines as the **'technical' aspects of the event**, just as they would be at a BC Cup race, or a National Championships. In addition all communication with the race officials (from outside the Competition Committee) goes through the Competition Chair just as it would for every other cross country competition.

CCBC will appoint a TD who will work closely with the Competition Chair to execute successful competitions. Together they appoint the Jury, just as they would for a BC Cup race or the BC Midget Championships.

The BC Games Society also provides a job description for the Sport Chair position, but it blankets all sports and therefore has to be adapted to each sport's specific situation. To clarify what the role entails for cross country skiing, the Sport Chair:

- is the liaison between the BCWG Host Community Sport Directorate and the host club's Competition Organizing Committee
- is the liaison specifically for what our sport calls the **'non-technical' aspects of the event** – accommodations, bussing, meal arrangements, awards, sponsors, media, etc.

- works closely with the Competition Chair on the non-technical aspects of the event
- forwards relevant information from the Sport Directorate to the PSA and Competition Chair
- has input (to the Competition Chair) into the layout/functioning of the staging area around/outside the stadium (field of play) – location of athlete drop off/pick up, athlete shelter including a place for them to eat their bagged lunch, storing the ski equipment on site where coaches can access it early and late, etc.
- attends meetings in the Host Community as required
- complies with all deadlines set by the Host Community Sport Directorate, their PSA, their Competition Chair and the BC Games Society
- participates in the Sport Venue Tour organized in their community approximately three months prior to the BC Games
- consults and communicates regularly with their PSA
- consults and communicates regularly with the Chair of the Competition Organizing Committee for the cross country ski event

The Sport Chair does not have a role in host club's Competition Organizing Committee or any say in the running of the cross country competitions, including the recruitment of officials and other volunteers needed in order to do so.

Dec 19, 2019